



# National Postal Mail Handlers Union

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January 12, 2022

To: Local Presidents  
Regional Directors/Representatives  
National Executive Board

From: Paul Hogrogian, National President *PH*  
Michael Hora, National Secretary-Treasurer *MJH*  
Teresa Harmon, Manager, Contract Administration *TH*

Re: Memorandum of Understanding - COVID-19 Test Kit Fulfillment Pilot

The USPS has contracted with the Biden administration to deliver 500 million COVID-19 Test Kits. To facilitate the federal government's efforts to deliver at-home COVID-19 test kits to American households, the Postal Service will establish 43 fulfillment centers. As part of the contract, the 500 million Test Kits will be packed and labeled in the 43 facilities, which are identified as fulfillment centers in the attached agreement.

The NPMHU and USPS negotiated a Memorandum of Understanding which establish guidelines regarding the staffing of the fulfillment centers. The parties have agreed to extend the exception period for the hiring and continued employment of MHAs in excess of the 24.5% installation cap (up to the number listed in the agreement) in the identified installations. The MHAs, identified as being utilized for the pilot, will be used solely for the purpose of performing the work of the pilot except for a three-week implementation period which began on January 1, 2022. The duration of the pilot will be seventy-five days from January 12, 2022, unless extended by mutual agreement of the parties.

This pilot provides Mail Handlers with the opportunity to perform an essential Public Health Service to the American Public in our battle against the coronavirus pandemic. Mail Handlers are proud to be a part of these critical efforts.

Please find enclosed a copy of this MOU, which was signed today.

If you have any questions, please contact the National Contract Administrative Department.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
UNITED STATES POSTAL SERVICE  
AND THE  
NATIONAL POSTAL MAIL HANDLERS UNION,  
A DIVISION OF LIUNA, AFL-CIO**

**Re: COVID-19 Test Kit Fulfillment Pilot**

To facilitate the federal government's efforts to deliver at-home COVID-19 test kits to American households in response to the coronavirus pandemic, the parties agree to the following:

1. The Postal Service will establish fulfillment centers in each of the locations on the attached table, to include workspace for kitting (i.e., packing) and labeling packages of at-home COVID-19 test kits. Mail Handler employees will support the fulfillment and processing of such test kit packages by loading and unloading containers, staging materials into appropriate lanes for label and kitting operations, dispatching mail from the label and kitting operation as needed, obtaining and moving empty equipment for use in the operation, replenishing kitting and labeling supplies as needed, and other additional duties as assigned. The National Postal Mail Handlers Union does not agree that the kitting (i. e. packing) and labeling functions are solely clerk craft operations and reserves the right to challenge the future assignment of any kitting or labeling work beyond this limited pilot.
2. For the duration of the pilot, the parties agree to extend the exception period for the hiring and continued employment of MHAs in excess of the 24.5% installation cap in the locations set forth in the attached table. The Postal Service will be permitted to retain or rehire by relative standing MHAs who were let go due to lack of work (i.e., MHAs hired for reasons unrelated to COVID-19) above the installation cap and/or hire additional MHAs up to the amount set forth in the table for each location for the duration of the pilot.
3. MHAs who are rehired will be informed that their rehiring is for a specific pilot project and the expected duration of the pilot project. MHAs who decline to be rehired will retain their relative standing and reappointment rights in accordance with Article 7 of the National Agreement.
4. Non-COVID related MHAs maintained above the caps in the locations on the attached table will be used for the sole purpose of performing the work of the pilot (i.e., the processing and fulfillment of at-home COVID-19 test kits), with the exception of a three-week implementation period from January 1, 2022. A specific operation number will be designated for this pilot and all employees assigned to the pilot will utilize the operation number when performing this work. During the three-week implementation period, Non-COVID related MHAs maintained above the caps in the locations on the attached table may be used to perform non-pilot related work consistent with the National Agreement.
5. The USPS will supply the Union at the installation level with a list of all MHAs designated for performing work in the COVID-19 Test Kit Fulfillment Pilot.
6. All non-COVID related MHAs maintained above the installation caps in the locations on the attached table will not be scheduled to work after the conclusion of the pilot and will be separated no later than the first full pay period following the conclusion of the pilot unless retained in accordance with the National Agreement. All separations of MHAs in accordance with this MOU will be done pursuant to the National Agreement.


7. Full-Time Career Mail Handlers assigned or detailed to PSAs or Annexes designated as part of this pilot and who are on the Overtime Desired List will be afforded maximum overtime opportunities (up to 12 hours/day and 7 days/week) for the duration of the pilot. If additional resources are needed, volunteers will be solicited from qualified and available Mail Handlers in the same installation and selected by seniority.
8. Career Mail Handlers assigned or detailed to a PSA or Annex designated as part of the pilot will be given preference for all Mail Handler higher level assignments on a senior qualified basis.
9. MHAs hired in excess of the 24.5% installation cap for COVID-related reasons are covered under a separate MOU.
10. The duration of the pilot will be 75 days from January 12, 2022 unless extended by mutual agreement. The Postal Service reserves the right to terminate the pilot prior to the conclusion of the 75-day period.

The parties agree to further discussion on issues concerning this new work pilot as it evolves, including issues related to the distribution of overtime.



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Katherine S. Attridge  
Vice President, Labor Relations  
United States Postal Service



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Paul V. Hogrogian  
President  
National Postal Mail Handlers Union,  
A Division of LIUNA, AFL-CIO

Date: January 12, 2022

**Totals****962**

Row Labels	Total MHAs /week
Dallas TX NDC PSA	42
New Jersey NJ PSA	42
Industry CA P&DC PSA	39
Minneapolis MN PSA	38
Seattle WA PSA	36
San Bernardino CA P&DC Extended Peak Annex	36
Cincinnati OH PSA	34
Denver CO PSA	34
Washington DC NDC PSA	34
Memphis TN PSA	33
Atlanta GA NDC PSA	32
Pittsburgh PA PSA	32
Philadelphia PA NDC PSA (Site #1)	32
N. Houston TX PSA	29
Chicago IL PSA	29
Springfield MA NDC PSA	28
Detroit MI PSA	26
Greensboro NC PSA	25
West Valley AZ PSA	24
Las Vegas NV PSA	24
St. Louis MO PSA	22
Boston MA PSA	22
Jacksonville FL PSA	21
Kansas City MO PSA	19
Stockton CA Extended Peak Annex	12
Des Moines IA PSA	18
Royal Palm FL PSA	18
Indianapolis IN PSA	18
Ybor City FL PSA	17
San Antonio TX PSA	16
Fort Worth TX P&DC PSA	15
Richmond VA P&DC Extended Peak Annex	13
Nashville TN PSA	12
Seminole FL PSA	11
Baltimore MD PSA	11
Cleveland OH PSA	11
Harrisburg PA PSA	10
Margaret L. Sellers CA P&DC Extended Peak Annex	10
Raleigh NC P&DC Extended Peak Annex	8
Mid-Carolina NC PSA	8
Grand Rapids MI PSA	7
Birmingham AL PSA	7
Greenville SC P&DC Extended Peak Annex	6

## Pack- Label &amp; Sort

Region	Division	Site	Finance Number	Lead Finance Number	Site Address	SF	
Western	Midwest	Minneapolis MN PSA	266354	266361	345 Plato Blvd E, Ste 100, Saint Paul Mn 55107	401,000	Pilot
Western	Lakeshores	Cleveland OH PSA	381705	381670	5520 Chevrolet Blvd., Parma Oh 44130	392,454	
Western	Midwest	St. Louis MO PSA	287156	287141	4702 Park 370 Blvd, Hazelwood Mo 63042	299,004	
Western	Western	West Valley AZ PSA	36350	36370	420 S 104th Ave, Tolleson, Az 85353	285,131	Pilot
Eastern	South Atlantic	Mid-Carolina NC PSA	361425	361420	1900 Continental Blvd Suite I, Charlotte Nc 28273	253,928	
Eastern	Southwest	N. Houston TX PSA	484157	484143	15600 Morales Rd, Houston Tx 77032	253,180	Pilot
Eastern	South Atlantic	Raleigh NC P&DC Extended Peak Annex	366353	366353	5511 W Ten Rd, Mebane Nc 27302	248,700	
Eastern	Gulf Atlantic	Jacksonville FL PSA	114394	114381	10089 North Main Street, Jacksonville Fl 32218	240,000	Pilot
Western	Westshores	Indianapolis IN PSA	174028	174038	800 Commerce Parkway West Dr Ste A, Greenwood In 46143	234,000	
Eastern	Southwest	Dallas TX NDC PSA	482249	482269	602 Fountain Parkway, Ste A, Grand Prairie, Tx 75050	231,034	
Eastern	Chesapeake	Pittsburgh PA PSA	416695	416602	15 Avenue A, Leetsdale Pa 15056	216,826	
Eastern	New England	Boston MA PSA	240811	240801	275 Bodwell Street Ln Avon, Ma 02322	210,000	
Eastern	Chesapeake	Harrisburg PA PSA	413498	413485	6455 Allentown Boulevard, Harrisburg Pa 17112	200,000	
Western	Lakeshores	Grand Rapids MI PSA	253941	253921	4300 36th Street, Grand Rapids Mi 49512	185,924	
Western	Western	Las Vegas NV PSA	314877	314881	South 15 Airport Center 1720 Chaparral Rd, Henderson Nv 89044	183,560	
Eastern	Gulf Atlantic	Royal Palm FL PSA	116814	116812	21201 NW 43 Ave, Miami Gardens Fl 33055	179,634	
Eastern	Southwest	San Antonio TX PSA	487991	487981	6719 Interstate 10 E Converse Tx 78109	175,055	
Eastern	New York Metro	New Jersey NJ PSA	333875	333869	1201 Valley Brook Avenue, Lyndhurst, Nj 07071	172,500	
Western	Lakeshores	Cincinnati OH PSA	381704	381604	8615 JacquemIn Drive, Westchester Oh 45069	169,522	
Eastern	Southwest	Fort Worth TX P&DC PSA	483218	483221	400 Intermodal Pkwy, Haslet Tx 76177	161,559	
Eastern	Southeast	Nashville TN PSA	476140	476145	191 Charter Place, La Vergne, Tn 37086	159,524	
Western	Midwest	Kansas City MO PSA	284214	194654	4151 NW 41st Street, Riverside Mo 64150	150,760	
Eastern	Gulf Atlantic	Birmingham AL PSA	10776	10781	3501 1st Ave North, Birmingham Al 35222	150,000	
Western	Midwest	Des Moines IA PSA	182409	182413	4301 121st Street, Urbandale Ia 50323	150,000	
Eastern	Chesapeake	Baltimore MD PSA	230377	230379	4545 Annapolis Road Suite C, Baltimore md 21227	148,595	
Eastern	Southeast	Atlanta GA NDC PSA	120424	120439	220 The Bluffs, Austell Ga 30168	142,785	
Eastern	Gulf Atlantic	Seminole FL PSA	116910	116920	10425 S Orange ave, Orlando FL 32824	130,400	
Western	Southern Ca	Margaret L. Sellers CA P&DC Extended Peak Annex	56770	56770	2811 Business Park Drive, Vista, Ca 92081	125,516	
Eastern	South Atlantic	Greensboro NC PSA	363183	363193	1671 Greenbourne Dr, Suite 101, Greensboro Nc 27409	123,624	
Western	Southern Ca	San Bernardino CA P&DC Extended Peak Annex	56745	56745	27400 5th Street, Highland, Ca 92346	121,294	
Western	Westshores	Chicago IL PSA	161127	161128	2600 Lively Blvd, Elk Grove Village Il 60007	112,395	
Western	Southern Ca	Industry CA P&DC PSA	50109	50109	321 Vineland Ave City of Industry, Ca 91746	108,000	
Eastern	Chesapeake	Washington DC NDC PSA	237472	237482	3300 Marlo Lane, Forestville Md 20747	107,360	
Western	Pacific Northwest	Seattle WA PSA	547667	547617	18340 Segale Park Drive B, Bldg 3, Tukwila, Wa 98188	103,929	
Eastern	Gulf Atlantic	Ybor City FL PSA	118905	118906	4720 Oak Fair Blvd. Tampa, Fl 33610	103,754	
Western	Lakeshores	Detroit MI PSA	252487	252491	18765 Seaway Drive, Melvindale Mi 48122	102,400	
Eastern	Southeast	Memphis TN PSA	475672	475665	3456 Meyers Road, Memphis Tn 38108	101,162	
Eastern	Chesapeake	Philadelphia PA NDC PSA (Site #1)	416533	416545	2021 Woodhaven Road, Philadelphia Pa 19116	100,272	
Western	Western	Denver CO PSA	72376	72357	4690 Florence Street, Denver Co 80238	100,175	
Eastern	South Atlantic	Richmond VA P&DC Extended Peak Annex	517649	517649	13721 Jefferson Davis Hwy, Chester, Va 23831	100,000	
Eastern	Southeast	Greenville SC P&DC Extended Peak Annex	453627	453627	3309 Laurens Rd, Greenville, Sc 29607	90,000	
Eastern	New England	Springfield MA NDC PSA	247829	247822	100 Brookdale Dr, Springfield Ma 01104	47,500	
Western	Pacific Northwest	Stockton CA Extended Peak Annex	57526	57526	3131 Arch Airport RD, Stockton CA 95213	75,500	